



Common Council Meeting Minutes
Tuesday, April 19, 2022, at 6:30 p.m.
Chilton City Hall – Council Chambers – Lower Level
42 School St., Chilton, WI 53014

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in the Council Chambers at City Hall and via remote conferencing due to a State of Emergency and federal, state, and local guidance on gatherings. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that a majority of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

ROLL CALL:

Council members Ron Gruett, Peggy Loose, Jon Kragh, and Kathy Schmitzer were present at roll call. Robbie Seipel joined the meeting remotely. Joe Schoenborn was absent and excused. Other city officials present were Mayor Tom Reinl, DPW Chris Marx, City Administrator David DeTroye, Police Chief Craig Plehn, and Attorney Derek McDermott. Also in attendance were Rick Jaeckels, Betty Schilling, Rachel Siehs, Dan & Linda DeTroye, Ron Wolf of McMahon Engineering, Jenna Geiser, Jim Manz, Helen Schmidkofer, and Linda Tipler. Those in attendance recited the Pledge of Allegiance.

AGENDA: Motion by Schmitzer seconded by Gruett and carried by unanimous voice vote to approve the Common Council Agenda for April 19, 2022, as presented.

REPORT OF OFFICERS:

Mayor – Tom Reinl –

- Mayor Reinl introduced Rachel Siehs as the new reporter for the Tri County News.
- Mayor Reinl informed the council that the Arbor Day event is scheduled for May 10, 2022, at Morrissey Park. More information will be forthcoming.
- Mayor Reinl introduced the council to the idea of committee of the whole format to be implemented on May 3, 2022, with a council workshop subcommittee approval later in this meeting.
- The Chilton Fire Department received a \$5,000 grant from the Chilton Community Foundation for thermal imaging equipment.

CITY ADMINISTRATOR - David DeTroye –

- The RDA has agreed to pay the \$11,500.00 Master Park Planning agreement with MSA Engineering.
- The Election Board of Canvassers report was distributed for the April 5, 2022, election.

DIRECTOR OF PUBLIC WORKS – Chris Marx –

- Emergency water main repair on transmission line completed on 4/14. Leak was located along E. Breed St, on the line between the pump station and the water tower.

- Well #10 variable frequency drive failed on 4/11. Brantmeier Electric has located the replacement equipment and the installation is scheduled.
- Brush Chipper has failed and needs extensive repair. Options are being examined.
- Preparations for City Park restroom openings underway. Restrooms to be opened for the season by April 29. Klinkner Restroom will be opened a week later as the epoxy floor is scheduled to be installed on May 2.

Minutes: Motion by Gruett, seconded by Loose and carried by unanimous voice vote to approve the minutes of the council meeting held on April 5, 2022. It was noted that number 16 on the April 5, 2022, agenda was incorrect, and a roll call vote was added.

Operator Licenses – None

Quarter 1 – 2022 - Financial Statements – Motion by Schmitzer, seconded by Gruett and carried by unanimous voice vote to approve the Quarter 1 2022 financials as presented.

Payment of Bills: Motion by Schmitzer, seconded by Gruett to pay all bills.

Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.

Audience Participation: Jenna Geiser (Charlestown) informed the council that the State Road is in poor condition and needs to be addressed by the city.

New Business:

1. McMahon Engineering – Geiser Way/Irish Road Presentation/Description of Construction Project (Ron Wolf) – City Engineer Ron Wolf described the bid tabs and calculations for the Irish Road/Geiser Way project. The city was presented with options of concrete versus asphalt and the prices were discussed. Concrete was discussed as the better option for longevity, but the price reflected. Wolf went on to inform the council that a line item was missed, and the contract would need to be approved with an immediate change order to be approved for additional tonnage of asphalt that was missed on Schedule A. Motion by Schmitzer, seconded by Gruett to approve Contract C00002-09-00621 to Triple P INC, dba Peters Concrete Co, in the amount of \$1,278,815.40 for schedules A&B of the current bid proposal. Roll Call Vote: Gruett, Schmitzer, Loose, and Seipel all cast Aye votes. Kragh cast Nay. 4 – 1 motion carried. Motion by Gruett, seconded by Loose to award change order # 1 to Triple P INC, dba Peters Concrete Co, in the amount of \$55,818.75 for the above-mentioned project with the current contract price than totaling \$1,334,634.15. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried. The road project for Irish Road and Geiser way must be completed by October 31, 2022, and accepted by the city by December 31, 2022. Bessy Lane must be completed by July 1, 2023.
2. **Agenda Item # 12 - WWTP – Yearly Pump Maintenance –** DPW Marx received two quotes for the annual maintenance on pumping and mixing equipment. Sabel Mechanical has done the work in the past and was low bid. Motion by Schmitzer, seconded by Loose to approve the payment to Sabel Mechanical for \$3,995.97 for annual maintenance. Funds to be taken from the utility account. Roll Call Vote: Schmitzer, Gruett, Kragh, Loose, and Seipel all cast Aye votes. 5 – 0 motion carried.
3. WWTP Borrowing - \$750,000.00 Chilton State Bank – Borrowing to be used for the second phase of the wastewater treatment plant facility improvements. Motion by Loose, seconded Gruett to approve the loan in the amount of \$750,000.00 from Chilton State Bank for WWTP upgrades. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.
4. Purchase of 2022 Police Squad – Ewald Automotive Group – Chief of Police Craig Plehn informed the council that he initiated the ordering of a new squad in advance of 2023 to secure placement with the manufacturer which should help with delivery by 2023. The car needed to be ordered prior to 3/25/22 to secure current pricing. Funds for the vehicle will be paid for from ARPA funds. Motion by Loose, seconded by Schmitzer to approve the purchase of the police squad from Ewald Automotive Group for \$39,420.00 with funds taken from the ARPA fund. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and

Seipel all cast Aye votes. 5 – 0 motion carried.

5. Employment of Cambria Deehr – WCMA Grant Recipient - Administrative Intern – The city received a grant for half of the proposed payroll of \$4,000.00 for the summer intern position. Approval would be dependent upon passing appropriate background checks. Start date for the intern is June 20, 2022. Motion by Loose, seconded by Gruett to approve the employment of Cambria Deehr dependent upon passing background checks. Start date for the position is June 20, 2022, and the position pays \$15.00 per hour. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.
6. Creation of the Council Workshop Sub-Committee – Motion Required by Municipal Code to create a new sub-committee. – Administrator DeTroye described the process of creating a new council sub-committee which requires a motion and passage through council. The committee would serve as a committee of the whole prior to council meetings and is a paid meeting. Motion by Loose, seconded by Kragh to approve the creation of the Council Workshop sub-committee. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.
7. Special Event Application for Chilton Chamber of Commerce – Crafty Apple Fest 9/10/2022 – taking note of the following:
 - a. Street Closure Memorial Drive from Hwy 151 North to Oak Street & Oak Street from Memorial Drive West through St. Martin Church properties.
 - b. Temporary No Parking on East Brooklyn Street (North side of Road) from the Hospital West to Park Street.
 - c. Consumption of Alcohol in public places – with wristbands
 - d. Amplified music 9 am – 4 pm.Motion by Kragh, seconded by Schmitzer and carried by unanimous voice vote to approve the special event permit for the Chilton Chamber of Commerce Crafty Apple Fest.
8. Special Event Application for Chilton Chamber of Commerce – Summer Festival & Father's Day Parade – taking note of the following:
 - a. Street Closures for Parade
 - b. Police CoverageMotion by Loose, seconded by Gruett and carried by unanimous voice vote to approve the special event permit for the Chilton Chamber of Commerce Summer Festival and Father's Day Parade.
9. Alcohol Beverage License Renewal Application – Hobart Softball Association – Travis Pingel Agent – Motion by Schmitzer, seconded by Gruett and carried by unanimous voice vote to approve the Alcohol Beverage renewal for Hobart Softball Association.
10. Alcohol Beverage License Renewal Application – Calumet County VFW Post 3153 – Dan DeTroye Agent - Motion by Gruett, seconded by Schmitzer and carried by unanimous voice vote to approve the Alcohol Beverage renewal for VFW Post 3153.
11. Temporary Class B Beer License – New Hope Center – Kicks for Hope – 8/6/22 – 8/7/22 – Nennig Park - Motion by Loose, seconded by Gruett and carried by unanimous voice vote to approve the Temporary Class B beer license for New Hope Center.
12. Temporary Class B Beer License – Chilton Chamber of Commerce – Crafty Apple Fest – 9/10/2022 - Motion by Schmitzer, seconded by Loose and carried by unanimous voice vote to approve the Temporary Class B beer license for Chilton Chamber of Commerce.

Organizational Meeting:

1. Various Officer, Board & Committee Appointments
 - a. Mayor Reinl Announced Special Committees and Chairperson for each

<u>First Named Member Is Chairman</u>	<u>Members</u>
General Government.....	TBD
Public Safety.....	TBD
Public Works.....	TBD
Culture & Recreation.....	TBD
Council Workshop Sub-Committee – Schmitzer, Kragh, Loose, Schoenborn, Gruett, Seipel	
 - b. Appointment of Weed Commissioner – Travis Boll
 - c. Board of Appeals – Richard Riesterer and alternate Tom Cullen

- d. Board of Review – Reappointment of Ken Weber, Gerald Vanne, and Alternate Diane Jaeckels and appointment of Joe Thiel
 - e. Emergency Management Director – Craig Plehn
 - f. Planning Commission Member – Reappointment of Linda DeTroye
- Motion by Loose, seconded by Schmitzer, and carried by unanimous voice vote to approve the mayoral appointments as noted above.
- 2. Motion by Gruett, seconded by Schmitzer, and carried by unanimous voice vote to approve Joe Schoenborn as alderperson representative of the Planning Commission.
 - 3. Motion by Schmitzer, seconded by Loose, and carried by unanimous voice vote to approve Ron Gruett as alderperson representative of the Intergovernmental Agreement Committee.
 - 4. Motion by Loose, seconded by Gruett, and carried by unanimous voice vote to approve Kathy Schmitzer as alderperson representative of the Re-development Authority.
 - 5. Motion by Schmitzer, seconded by Gruett, and carried by unanimous voice vote to approve Peggy Loose as alderperson representative of the Library Board.
 - 6. Motion by Gruett, seconded by Loose, and carried by unanimous voice vote to approve Kathy Schmitzer as Council President.
 - 7. Motion by Schmitzer, seconded by Gruett, and carried by unanimous voice vote to approve the Tri-County News as the Official Newspaper for the City of Chilton.
- 13. Discussion/Update of Police Department Staffing – Police Chief Craig Plehn – Chief Plehn gave the council an update of police staffing.
 - 14. Motion by Schmitzer, seconded by Gruett to move into closed session under WI Statutes 19.85 (1) (c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.
 - 15. Motion by Loose, seconded by Schmitzer to return to open session. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried
 - 16. Motion by Loose, seconded by Schmitzer to extend a conditional offer of employment to Corey Thome to fill a full-time police officer position. The position would be available for start on May 10, 2022, and employment is dependent upon background checks and physical. Roll Call Vote: Schmitzer, Gruett, Kragh, Loose, and Seipel all cast Aye votes. 5 – 0 motion carried.
 - 17. Motion by Loose, seconded by Schmitzer to move into closed session under WI Statutes 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.
 - 18. Motion by Gruett, seconded by Schmitzer to return to open session. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.
 - 19. Sale of Lot A – TID 7 – Motion by Loose, seconded by Kragh to approve the RDA recommendation to sell Lot A in TID 7 to Jim and Mike Schmidt of Schmidt RV Rental for \$1 dependent upon aa agreed upon developer's agreement being put in place requiring the project (building) must be completed before December 31,2022 with a guaranteed value of \$400,000 of taxable assessment, RDA Approval of final plans for aesthetics as the building fronts HWY 32/57, Concrete/Paving/Impervious Surface complete by December 31,2025, and Outside storage (other than RV unit sales or consignment) would require a conditional use permit and appropriate fencing. Roll Call Vote: Gruett, Schmitzer, Loose, Kragh, and Seipel all cast Aye votes. 5 – 0 motion carried.

Communication:

- 1. Housing Authority agenda and minutes were distributed.
- 2. Library Board agenda and minutes were distributed.

Adjournment: Motion by Loose, seconded by Gruett to adjourn at 7:45 pm.
Unanimous voice vote and carried to approve.

Meeting Minutes Prepared by:
David DeTroye
City Administrator/Clerk/Treasurer